

## STATE OF HAWAII

ADMINISTRATION  
STATE PROCUREMENT OFFICE  
STATE OF HAWAII

## REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

To: Chief Procurement Officer

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

From: Department of Health/Developmental Disabilities Division  
Department/Division/Agency

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

## Title and description of health and human service(s):

Developmental Disabilities Domiciliary Home (DD Dom Home) general supervision subsidy. HRS 333-F-2 requires the Department of Health (DOH), Developmental Disabilities Division (DDD), to develop, lead, administer, coordinate, monitor, evaluate and set direction for a comprehensive system of supports and services for persons with developmental disabilities (dd) or mental retardation (mr) within the limits of state or federal resources allocated or available.

There are currently 75 individuals with DD/MR living in 17 DD Dom Homes operated by five agencies. These individuals are unable to live independently and require 24-hour supervision. DD Dom Homes are certified by the DDD under Chapter 89, HAR. Chapter 89 requires that continuous 24-hour supervision is provided to individuals with DD/MR.

Agencies have indicated they are at risk for terminating services in July 2005 if funding is not provided. To assure continuity of services for 75 individuals residing in these DD Dom Homes, Act 168 was passed by the 2005 Legislature. DOH/DDD shall determine funding amounts for the DD Dom Homes. The DOH/DDD will procure this service beginning July 1, 2006.

<b>Provider Name:</b> Arc in Hawaii Arc of Maui Kona Krafts Opportunities for the Retarded Inc. Responsive Caregivers of Hawaii	<b>Total Contract Funds:</b> To be determined by DOH/DDD analysis of each provider's costs for services	<b>Term of Contract:</b>
<b>Provider Address:</b> 3989 Diamond Head Road, Honolulu, HI 96816 95 Mahalani Street, Wailuku, HI 96793 P.O. Box 127, Kealahou, HI 96750 64-1510 Kamehameha Highway, Wahiawa, HI 96786 98-042 Kamehameha Highway, Aiea, HI 96701	<b>Contract Funds per Year (as applicable).</b>	<b>From:</b> <del>July 1, 2005</del> <b>To:</b> June 30, 2006 DATE OF APPROVAL.

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Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

Procurement by competitive means is not practicable nor advantageous to the State because of the timeline of July 1, 2005, and the need to provide continuity of services to individuals with DD/MR. In addition, guardians of the person are court appointed and decide where a person will live rather than the DDD. Such decisions are affected by the location of the home, confidence in caregiver ability, other clients in the home, first impressions etc.

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

All currently licensed DD Dom Home agencies will be eligible for a general supervision subsidy. Agencies will be required to provide income and revenue statements for their DD Dom Homes. The amount of general supervision subsidy for each agency will be determined by the DDD on standard criteria that is applied to all agencies. The DOH case manager will monitor the needs of the individual and services provided and the Certification Section of the DDD and the Office of Health Care Assurance of the DOH will assure certification and licensure requirements of the homes are maintained.

A description of the state agency's internal controls and approval requirements for the exempted procurement:

CMISB Branch Chief – oversee individuals residing in DD Dom Homes; procurement.

DDSB Branch Chief – oversee certification of DD Dom Homes.

Fiscal Coordinator – initiate cost analysis and determine rate structure.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Michael Tamanaha, Branch Chief, CMISB

Sharon Tanaka, Acting Branch Chief, DDSB

Trudy Murakami, Public Health Administrative Officer, DDD

Direct questions to (name & position):

Michael Tamanaha, Branch Chief,  
CMISB

Phone number:

733-9172


e-mail address:

mitamana@mail.health.state.hi.us

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This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☐

I certify that the information provided above is to the best of my knowledge, true and correct.

  
\_\_\_\_\_  
*Department Head Signature*  
*for*  
Chiyome Leinaala Fukino, M.D.  
\_\_\_\_\_  
*Typed Name*

JUL 12 2005  
\_\_\_\_\_  
*Date*  
  
Director of Health  
\_\_\_\_\_  
*Position Title*

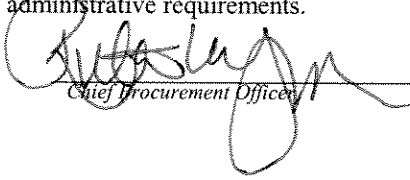
Chief Procurement Officer's Comments:

Approval is from date of approval.

Please ensure adherence to applicable administrative requirements.

☒ Approved

☐ Denied

  
\_\_\_\_\_  
*Chief Procurement Officer*

7/27/05  
\_\_\_\_\_  
*Date*

cc: Administrator  
State Procurement Office